

**DODGE COUNTY
AUDIT COMMITTEE MEETING
127 E. OAK STREET
COUNTY BOARD ROOM, 4TH FLOOR, ADMINISTRATION BUILDING
JUNEAU, WI 53039
December 15, 2016**

By roll call, members present: Bennett, Nickel and Stousland. Also present was Mary Muskovitz and Deb Weber, Administrative Assistants and Makenzie Drays, Senior Accountant.

Members absent: Greshay and Hilbert.

Meeting called to order at 8:00 a.m. by Chairman Nickel

Muskovitz certified the public notice given for this meeting complies with the requirements of Wisconsin's open meetings law.

Public Comment: None

Motion by Stousland, seconded by Bennett to approve the minutes of November 23, 2016. Motion carried.

Committee member reports: None

Old Business: 1. Wenzel was getting errors uploading; that is since resolved. Wenzel needs to get more details on Amazon purchases.

US Bank Purchase Card Review of November Department Head purchases:

Otto, IT – Global Knowledge (2)
Hilker, Treasurer – Chula Vista – what conference detail needed
Schoebel, Medical Examiner, - (3) invoices (BW Bridgewood Resort (2), IN
Classic Plastics Corp - no documentation
Hooper, Clearview Administrator - (6) invoices review – BP detail needed.
All of the above had documentation in File Director, with the exception of Hilker,
Schoebel and Hooper need detail to what was purchased which will be followed up
at next meeting.

Motion by Stousland, seconded by Bennett to allow payment of Clearview vouchers Batch #193963 in the sum of \$62,441.99 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Bennett, seconded by Stousland to accept the payment of Employee Expenses on Payroll check dated 12/2/16 for \$2,978.59 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Stousland, seconded by Bennett to allow payment of vouchers in Batch #194151 for \$8,537.18 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Bennett, seconded by Stousland to allow payment of vouchers in Batch #194181 for \$233,763.31 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Stousland, seconded by Bennett to accept the payment of Miscellaneous vouchers paid in the Amount of \$63,685.18 for Paid Batches as shown on the accounts payable listing on file in the Finance Department. Motion carried.

The next regular meeting of the Audit Committee is scheduled for December 29, 2016 at 8:00 a.m. in Room 4A

Motion by Nickel, seconded by Bennett to adjourn. Motion carried. Meeting adjourned at 8:30 a.m.

Respectfully submitted,



Secretary

Glenn Stousland

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.